



DEPUTY COMMISSIONER OF PLANNING

The Town of Islip is seeking an experienced Deputy Commissioner of Planning candidate to join our team and to assist the Commissioner of Planning & Development in the overall administration, planning duties, and coordination of the programs and operations of the Department. This is a unique opportunity to serve in a large municipality, with exciting projects in the pipeline, including the Comprehensive Plan Update, downtown revitalization and legacy development projects.

TYPICAL DUTIES:

Supports the Commissioner in activities, workplan, and actions:

- planning and programming with focus on customer service, value to taxpayers, delivery of programs & projects, development of procedures to effectively implement actions that support and protect the public interest
- developing, monitoring, and adhering to budgets
- developing goals, major priorities, and strategies that promote orderly growth and development within the community
- identifying and securing grant funding necessary to support capital portfolio and projects of priority, collaborating with outside agencies to secure support for programs and projects
- leading staff in inter-departmental and inter-agency collaboration and cooperation
- overseeing the implementation of planning strategies, and providing high-level direction on all floodplain management issues
- directing the analysis and documentation required to assess environmental impacts to meet requirements of State and Federal policies
- developing, monitoring, and adhering to budgets

MINIMUM QUALIFICATIONS:

- (a) Bachelor's or Master's Degree* (preferred) in Urban or Regional Planning, Architecture, Engineering, Community Development or related field;
- (b) Minimum of seven (7) years of planning field experience, three (3) years of which preferably have been in a supervisory capacity: or,
- (c) an equivalent combination of training and experience.

PREFERRED QUALIFICATIONS & CERTIFICATION:

- AICP certification
- Experience managing and delivering planning solutions, overseeing short and/or long-range plans, SEQR and alternatives analysis studies, and applying federal, state, and local regulations and organizational policies related to systems and infrastructure
- Experience in floodplain management and resilience solutions
- Experience seeking funding opportunities
- Experience directing staff and managing multi-disciplinary planning teams to develop innovative policies to support and implement planning, mobility, sustainability, and equity goals
- Experience presenting complex information effectively and concisely, both orally and in writing, and creating reports, spreadsheets, and presentations.
- Experience in implementing GIS strategies and solutions

SALARY & BENEFITS:

Salary commensurate with experience.

Benefits include: Medical, Dental, and Optical coverage, a defined benefits pension plan, generous paid time off, and a great work environment.

* Education beyond the secondary level must be from an institution recognized or accredited by a post-secondary degree-granting institution.

Interested candidates must forward a cover letter and resume to: Commissioner-pd@islipny.gov

The Town of Islip does not discriminate in employment practices because of race, creed, color, national origin, sex, disability, marital status or arrest record.